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JPL

May 17, 2005

Refer to: DM:911-001-06

TO: Distribution

FROM: D. Morris

SUBJECT: RESOURCE ALLOCATION REVIEW, MAY 17 - AUGUST 17, 2006

A JPL/DSN Resource Allocation Review will cover usage of the DSN antenna subnets for July 2007 through December 2009. This Review will commence on May 17, 2006 and conclude on August 17, 2006. During this process, the Resource Allocation Planning Service (RAPS) members will accept major changes to the users' requirements or tracking requests only if they are submitted in the form of draft changes to the Project Service Level Agreement (PSLA)/Deep Space Mission System Service Agreement (DSA). These draft changes should be initialed by the appropriate Project Manager as this procedure supports our requirement traceability process.

As in August 2005, the August 2006 RAR formal meeting will not take place. However, the semi-annual RAR Negotiation Review Process will continue. A special Joint User Resource Allocation Planning (JURAP) meeting will be held August 17, 2006 to review the negotiation and discuss any outstanding issues.

Please review all attached material (Attachments 1-6). On Attachments 5 and 6 (ULP's and Events), update any items requiring change. Please send changes via email to the following Resource Analysis Team members:

> *Arthur.E.Andujo@jpl.nasa.gov*   *Steven.Y.Chhan@jpl.nasa.gov*
> *Carlos.Hernandez@jpl.nasa.gov* *Elsa.Martinez@jpl.nasa.gov*
> *Omar.Ozgur@jpl.nasa.gov*

Return a signed copy of the User Loading Profiles and Major Events forms (Attachments 5 and 6) to the Resource Analysis Team, **Mail Stop 1400-300**, or **FAX to: (626) 305-6389**. We must receive all Review Material *on or before May 31, 2006.*

Any new or updated viewperiods required to support new or revised project/user requirements, should be delivered to the RAPSO File Exchange Server *on or before May 31, 2006*. Files should be delivered in SPK transfer format with a date range from at least 2007 through 2009. We would prefer from 2006 to the end of mission or extended mission. For assistance in uploading to RAPSO please contact *Arthur.E.Andujo@jpl.nasa.gov* .

Beginning the week of July 31, 2006, the Resource Analysis Team members will begin contacting appropriate Project/User representatives, as necessary, to review the preliminary recommendations posted to the RAPWEB on July 17, 2006.

Thank you for your help and cooperation in assuring that the next Resource Allocation Review will result in decisions providing everyone the maximum amount of support possible.

Attachments:

1. RAR Time Line
2. User/Mission Planning Set: *http://rapweb.jpl.nasa.gov/planningpissions.html*
3. DSN Resource Implementation Planning Matrix:
   http://rapweb.jpl.nasa.gov/planning.html
4. Major Downtime Schedule: *http://rapweb.jpl.nasa.gov/downtime.html*
5. User Loading Profile: *http://rapweb.jpl.nasa.gov/reqs.html*
6. User Major Events Listing: *http://rapweb.jpl.nasa.gov/reqs.html*

Attachment 1: A schedule for distribution, evaluation, and negotiation of each user's requirements in preparation of the scheduled review. It is important that this schedule be followed as closely as possible. Your cooperation is greatly appreciated.

Attachment 2: The User/Mission Planning Set must be obtained from the RAPWEB at: *http://rapweb.jpl.nasa.gov/planningmissions.html* . Data in this mission set was obtained from each Project and user. Please review this material for accuracy and completeness and provide updates as necessary.

Attachment 3: The DSN Antenna Implementation Planning Matrix must be obtained from the RAPWEB at: *http://rapweb.jpl.nasa.gov/planning.html*. The dates on these schedules are *best estimates* at this time.

Attachment 4: The latest DSN Major Downtime Schedule must be obtained from the RAPWEB at: *http://rapweb.jpl.nasa.gov/downtime.html*. The dates on these schedules are *best estimates* at this time.

Attachment 5: The individual Project or User Loading Profile (ULP) must be obtained from the RAPWEB at: *http://rapweb.jpl.nasa.gov/reqs.html* using either PDF or XLS format. The ULP's contain our latest interpretation of the user requirements and must be reviewed in detail by each user of DSN antenna resources. Please provide redlines on the ULP forms provided and do not reformat the information, as changes to the form would cause us to reinterpret each and every requirement, which is a very time-consuming process. Your cooperation will be greatly appreciated. Please sign the ULP form in the upper right-hand corner and return it even if there are no changes.

Attachment 6: The individual Project or User Major Events must be obtained from the RAPWEB at: *http://rapweb.jpl.nasa.gov/reqs.html* using either the PDF or XLS format. The Major Events contain our latest interpretation of the user's upcoming major events and must be reviewed in detail by each user of DSN antenna resources. Please provide redlines on the sheets provided and do not reformat the Major Events form, as changes to the form would cause us to reinterpret each and every major event, which is a very time-consuming process. Your cooperation is appreciated. Please sign the Major Events form in the upper right-hand corner and return it even if there are no changes.